

# NOTICE

Performance Surety

June 10, 2003

Notice No. 0118

## Facility Safety Basis Document Change Requests

<b>Background</b>	NNSA/LASO/SABT has directed that all change requests for safety basis documents (i.e., documented safety analyses, technical safety requirements, safety analysis documents, facility safety analyses, etc.) be submitted as formal page changes.
<b>Purpose</b>	To promulgate requirements on submitting safety basis change requests to NNSA.
<b>Applicability</b>	The requirements of this notice apply to all facilities submitting requests to NNSA to change facility safety basis documentation. This requirement includes non-nuclear facility safety basis documentation requiring NNSA/LASO/SABT approval.
<b>Requirements</b>	<p>Requests to NNSA for changes to safety basis documents shall meet the following requirements:</p> <ul style="list-style-type: none"><li>a. Change requests shall be based only on the currently approved documents,</li><li>b. The exact and final page changes shall be provided (i.e., all pages that contain changes including pagination, renumbering, etc.), and</li><li>c. All technical and text changes shall be clearly and consistently marked and provided in addition to the exact change pages identifies in b. above.</li></ul>
<b>Questions</b>	Please contact David Satterwhite, PS-4, SBO, at 5-8034 or <a href="mailto:dgsx@lanl.gov">dgsx@lanl.gov</a> for additional information.
<b>Reference</b>	DOE Memorandum SABT/RCJ.03.21: SABM Steele, Subject: Quality of Submittals Technical Area 18 (TA-18) to the Senior Authorization Basis Manager, dated May 20, 2003.



*The OIC for this notice is PS-4, SBO and the responsible division leader is PS-DL. The notice will remain in effect until the requirements are reflected in the next revision to LIR 300-00-06 and LIR 300-00-07.*